NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

INTRANSITS 101

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Table of Contents

- Intransits Defined and Command Responsibility
- Types of Intransits and How to Read Them
- Common Errors
- How to Correct Intransits
- Tips to Minimize Intransits
- “How Tos”
  - *How to retrieve intransit listings from CAIMS*
  - *How to retrieve intransit listings from the SIPRNET*
  - *How to view document history*
- Examples
- Points of Contact

Intransits Defined

and

Command Responsibility

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Intransits Defined

Intransits are documents that show material moving between locations. When material is issued, CAIMS removes the assets from the issuer's records and establishes an intransit. When this material is receipted, CAIMS removes the intransit and adds the assets to the receiver's records. Thus, intransits act to keep the asset records visible so that material does not "disappear" between activities.

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Intransits Defined (Con't)

Documents greater than 90 days are considered overaged and are the documents that need to be carefully reviewed. Reconciliation of overaged documents involves one of 2 situations:

- ***there is an issue and a receipt document, but they do not match exactly; or***
- ***either the issue or the receipt document was not reported***

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Why Intransits are Important

ORDNANCE ACCURACY. It is important to have visibility of all transactions and ordnance in order to maintain an accurate ordnance inventory. This inventory is vital in wartime preparations.

FISCAL RESPONSIBILITY. As of Feb 2003, there were over 11,500 ordnance intransits. Of those almost 7,000 were overaged (>90 days) with a total dollar value over

$597 MILLION!

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Issuing Activity Responsibilities

- **Issuing Activity**
  - ***Conduct appropriate inquiries of receiving activity until all discrepancies are resolved***
  - ***Maintain comprehensive records for all issues and receipts and retain for 2 years***

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Receiving Activity Responsibilities

- **Receiving Activity**
  - ***Report document number, NIIN, and quantity exactly as they are on the shipping documents via ATR/TIR***
  - ***Generate a SDR within 5 working days for any discrepancies***

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Types of Intransits

and

How to Read Them

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

How to Read Intransits

When viewing your UIC's intransits, there are two perspectives

- ***inbound: material you are receiving into your inventory***
- ***outbound: material you are issuing from your inventory***

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Types of Intransits

There are three types of Intransits

- ***DA: material was issued, but there is no corresponding receipt documentation***
- ***DF: material was not receipted For Further Transfer (FFT) by the intermediate activity***
- ***DR: material was receipted, but there is no corresponding issue documentation***

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Intransit Matching Criteria

- **Criteria that will create intransits if the issue and receipt are not identical in CAIMS**
  - ***Issuing Activity UIC***
  - ***Receiving Activity UIC***
  - ***Document Number***
  - ***Quantity***
  - ***NIIN***
- **Criteria that will NOT create intransits if the issue and receipt are not identical in CAIMS**
  - ***Suffix Code***
  - ***Condition Code***
  - ***Purpose Code***

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

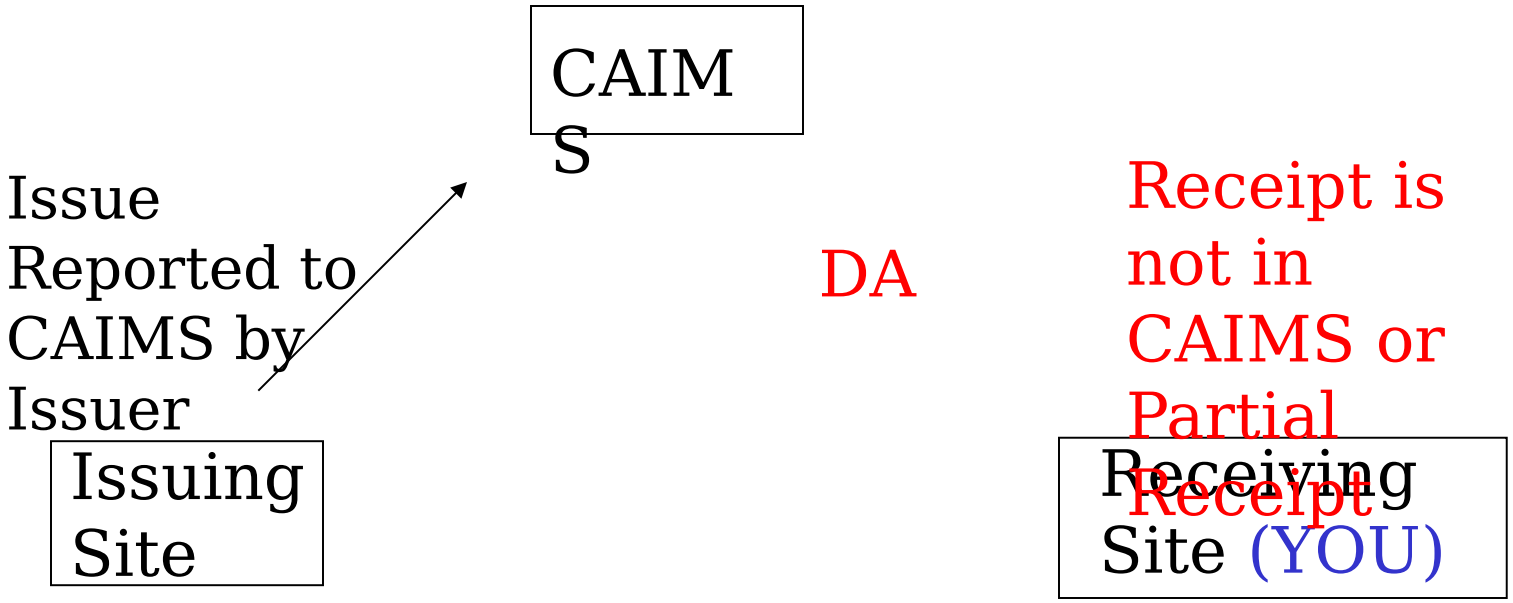
How to Read Inbound Intransits

- **Your primary responsibility is to resolve DAs and DFs. However be proactive on the DRs and contact the other activity to ensure they are taking action.**

- **DA - an issue from the other activity is waiting for a receipt from you**
  - ***verify your files; check 1348 and warehouse for quantity, NSN, doc no.; contact issuing activity to resolve disputes***

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Inbound DA



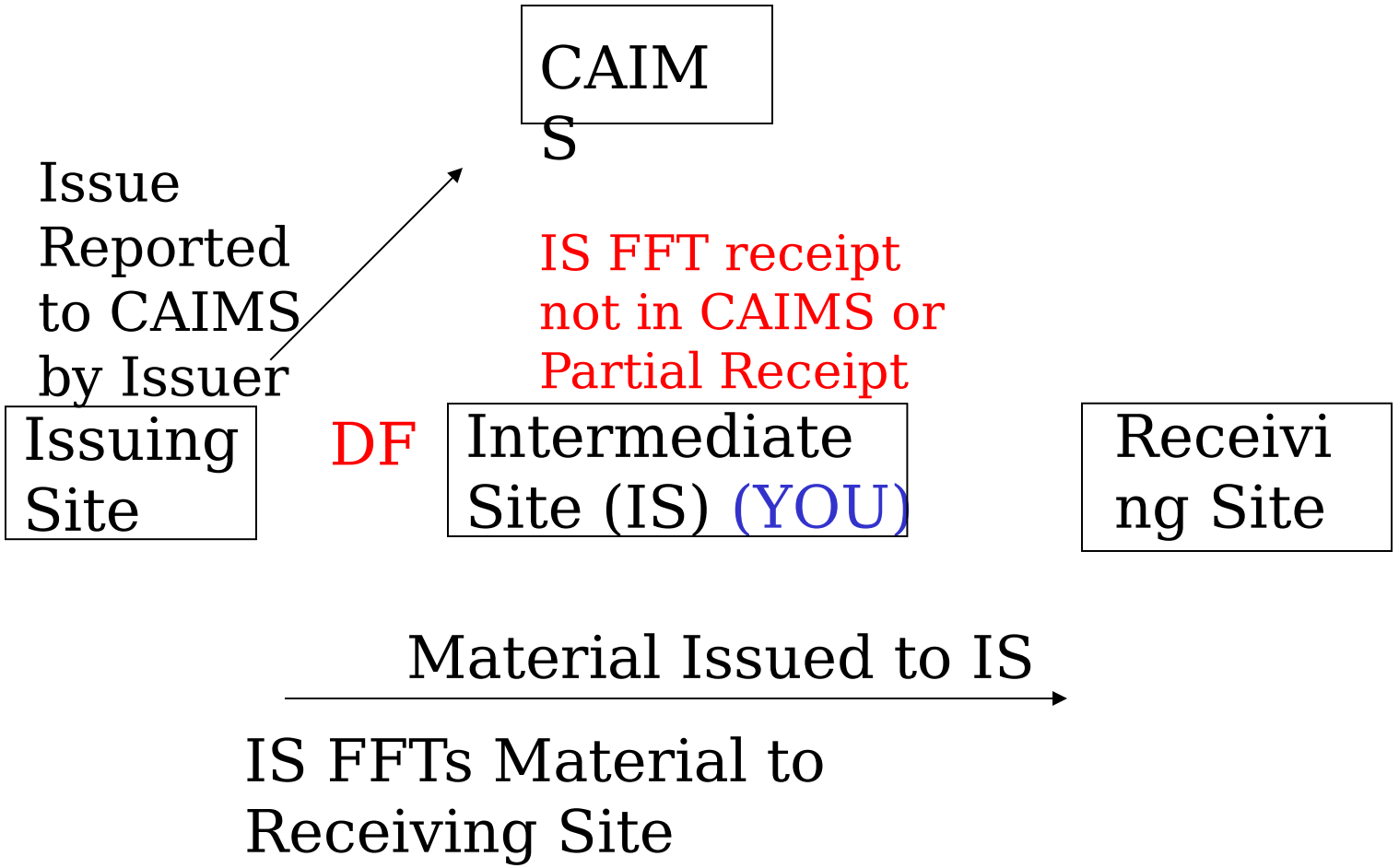
NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

How to Read Inbound Intransits

- **DF - an issue from the other activity is waiting for a receipt from you for further transit to another activity**
  - ***verify your files; check 1348 for quantity, NIIN, and doc no.; post FFT receipt and issue as appropriate; contact receiving activity to verify receipt - request they submit their receipt; contact issuing activity to resolve disputes***

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Inbound DF



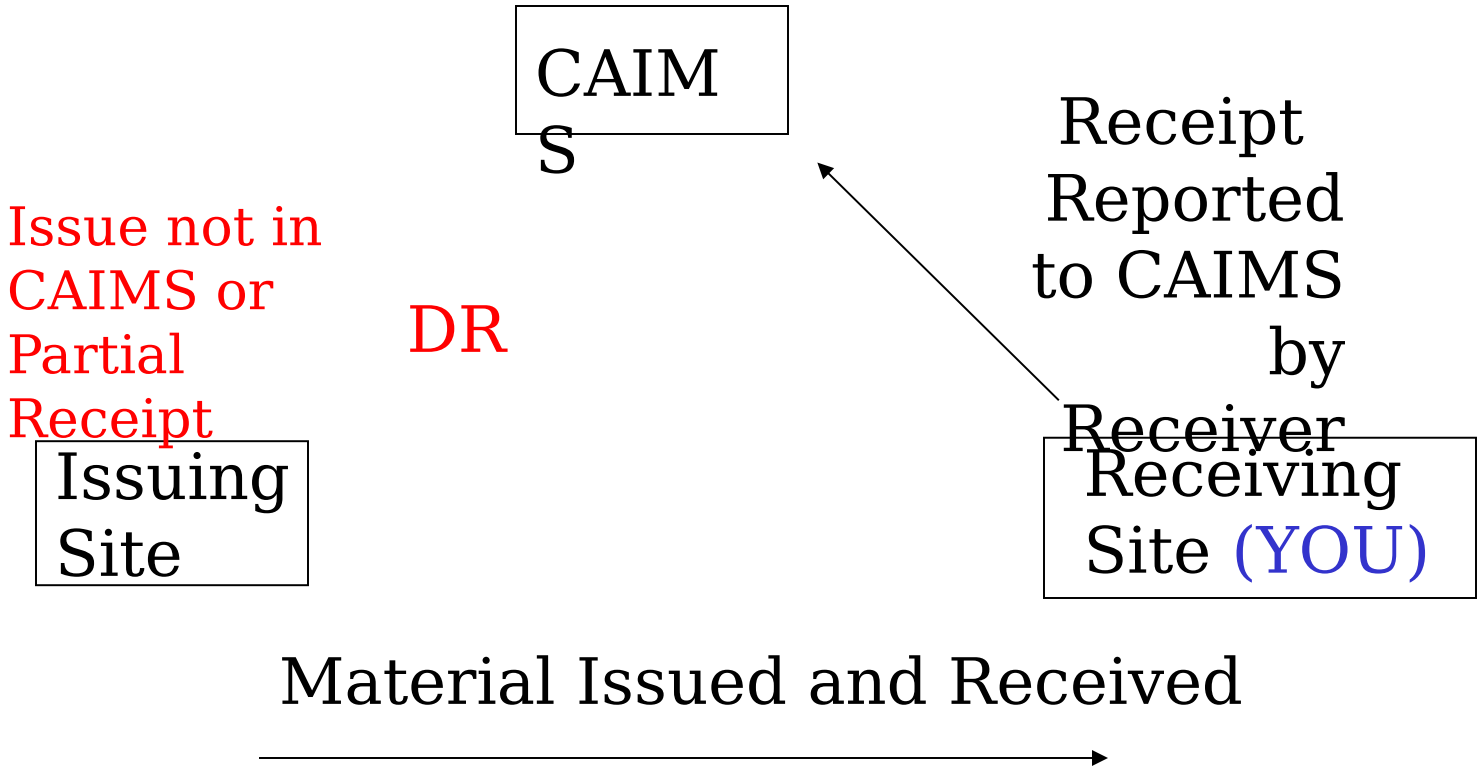
NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

How to Read Inbound Intransits

- **DR - a receipt posted by you is waiting for an issue from the other activity**
  - ***verify your files; check 1348 and warehouse for quantity, NIIN, and doc no; contact issuing activity to request they post the issue and to resolve disputes;***

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Inbound DR



NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

How to Read Outbound Intransits

- **Remember: an outbound intransit occurs when you are issuing material from your inventory.**
- **Your responsibility on the Outbound Intransits are the DRs. Be proactive and see if you can also resolve some of the DFs and Das**

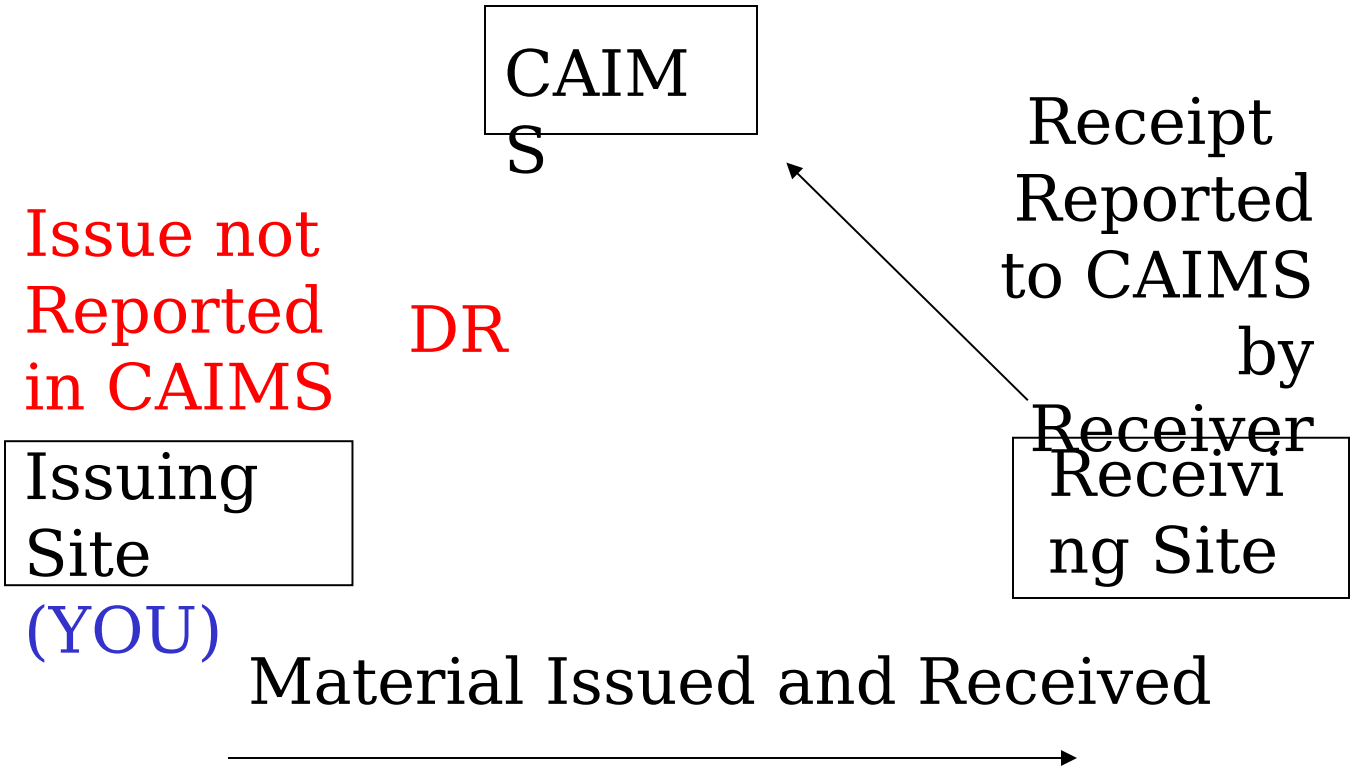
NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

How to Read Outbound Intransits

- **DR - a receipt posted by the other activity is waiting for an issue from you**
  - ***verify files and warehouse issues; verify document number, NIIN, and quantity reported; contact receiving activity or NALC for assistance.***
  - ***If you issued the material, post the issue***
  - ***if you did not issue material, have receiving activity verify documentation and post a reversal***

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Outbound DR



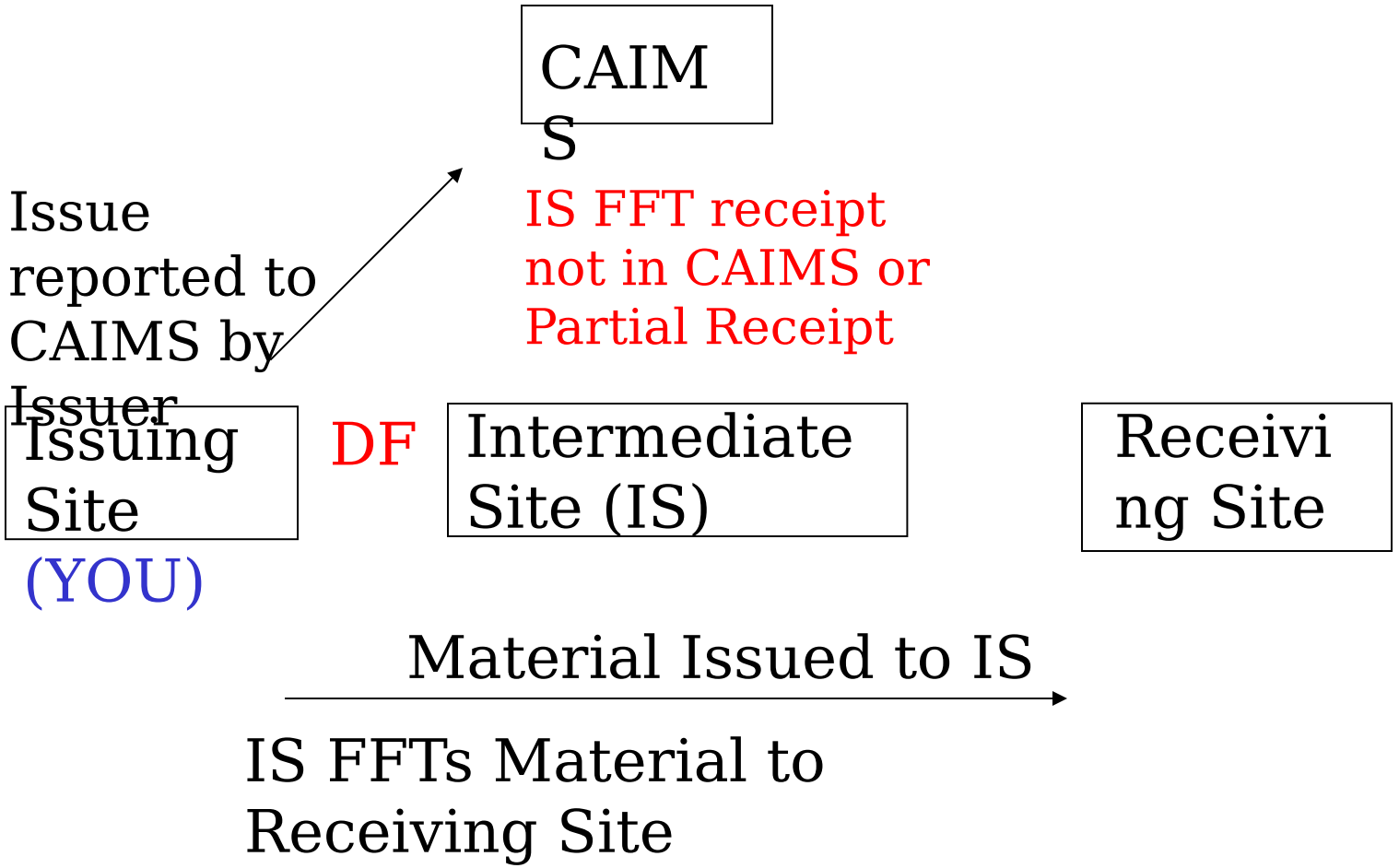
NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

How to Read Outbound Intransits

- **DF - an issue from you is waiting for a receipt from an intermediate activity for further transit to another activity**
  - ***contact the intermediate activity; verify quantity, NIIN, and doc no; have them post FFT receipt and issue to next/final activity***

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Outbound DF



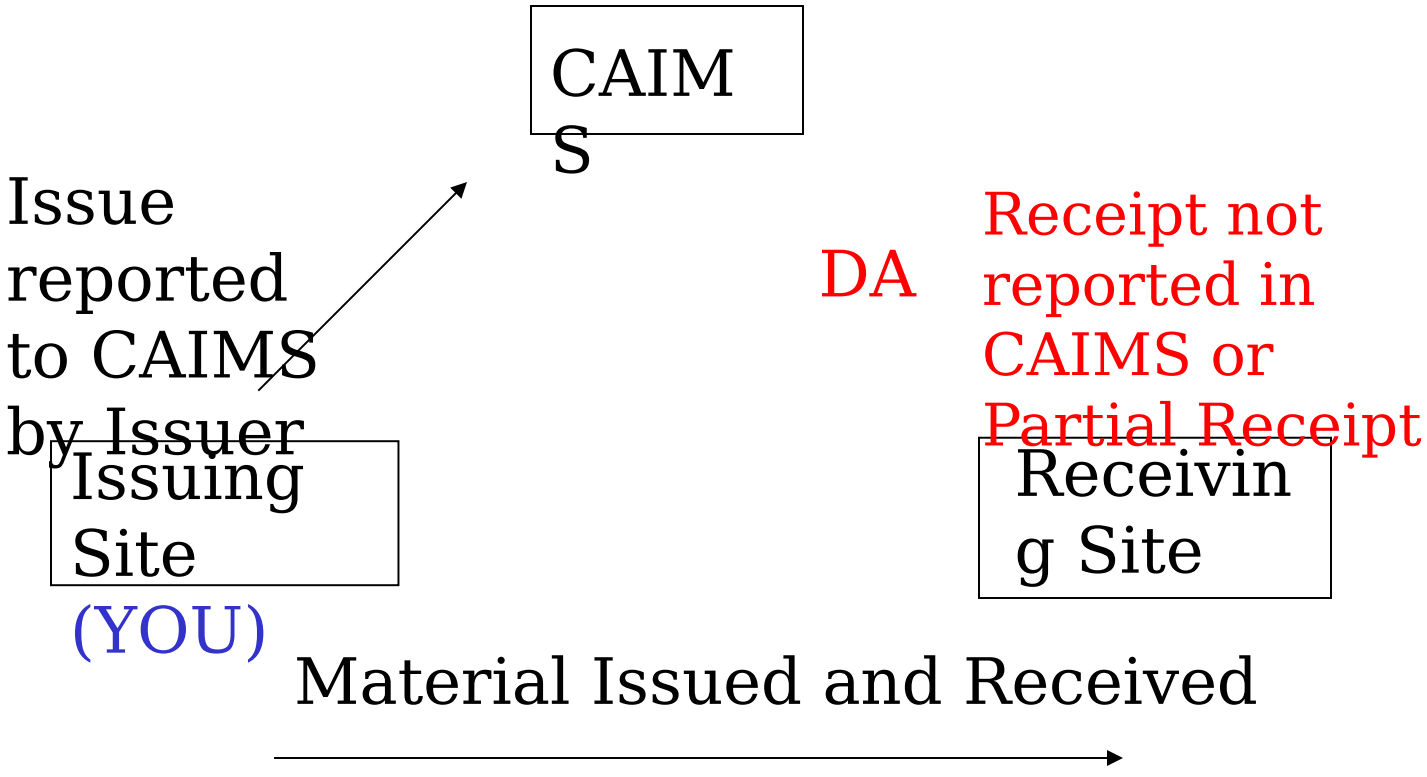
NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

How to Read Outbound Intransits

- **DA - an issue from you is waiting for a receipt from the other activity**
  - ***contact the receiving activity; verify documentation - quantity, NIIN, and doc no; have them post receipt***
  - ***if they have a quantity difference, they need to submit an SDR***
  - ***if they have a NIIN difference, the two activities need to agree on who needs to reverse and re-process the incorrect transaction***

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Outbound DA



Common Errors

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Common Errors

- **Number errors**
  - *wrong document number*
  - *wrong quantity (ie, 50 vs 500)*
  - *wrong NIIN*
  - *same NALC, wrong NIIN*
- **Double transactions**
  - *posting issue or receipt twice*
  - *reversing the wrong issue or receipt*
- **Posting the issue after the receipt**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

How to Correct Intransits

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Possible Scenarios

- **NIIN Discrepancies:**
  - ***first process receipt transaction using the NIIN on the DD1348 to close the intransit loop, then process re-identification of stock transactions:***
    - ATR: Process transaction types “D”/”C”, source code “REIDN”
    - TIR: process DOCID D8J/D9J

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Possible Scenarios

- **Quantity Discrepancies:**
  - ***process a shipment adjustment when the quantity received is more than or less than the DD1348 paperwork.***
    - **ATR Over issue: “C” and “GANOT”**
    - **ATR Under issue: “J” and “LOSOT”**
    - **TIR Over Issue: DOCID “D8Z”**
    - **TIR Under Issue: DOCID “D9Z”**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Tips to Minimize Intransits

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Tips to minimize intransits

- **All Activities:**
  - ***For receipts and issues: After entering the NALC into ROLMS, do NOT automatically choose the first NIIN that is provided in the drop down box. Ensure you scroll to the proper NIIN.***
  - ***For receipts: Use the document number on the 1348 from the issuing activity. Do NOT assign a new document using your UIC. Receipt the document quantity - not actual quantity. Make adjustments and send an SDR as required.***
  - ***Conduct random inventory checks. Have the warehouse/magazine issuers provide the ROLMS recordskeeper with the item issued, quantity issued, and quantity on hand. If there is a discrepancy, investigate immediately.***

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Tips to minimize intransits

- **Ships:**
  - ***Send your ATR as soon as possible after an onload/offload at a weapon station. Call the weapons station Intransit Coordinator after a week to determine intransits***
  - ***Ensure the receipt/issue inspector on the pier notifies the ROLMS recordskeeper of any changes agreed to on the pier and provides copies of the paperwork. The ROLMS coordinator then needs to make the appropriate adjustments PRIOR to sending the ATR.***

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Tips to minimize intransits

- **Shore Activities:**
  - ***For Army issues (consignor = 53XMDA or other Army activity) that post on your inbound intransits as DF (they are waiting for a receipt from you) check document history in ROLMS or CAIMS for status. If there is no AS1 or AS2 status, the Army has pre-posted the material and it has not been shipped yet. Monitor these intransits and take action after the AS1 or AS2 have posted.***

“How Tos”

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

How to Retrieve Intransit Listings From CAIMS

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Retrieving Inbound Intransits from CAIMS

- **The list will show all unmatched issue and receipt transactions where your activity is the receiver. If you do not have access to CAIMS contact your ISIC, TYCOM, AMMOLANT, AMMOPAC, MFST, or NALC.**
- **From the main menu:**
- **Press PF5 Supply Transaction Process (STP)**
- **Press PF21 Unmatched Issues/Receipts Retrievals**
  - ***"UIC or RIC: ___"* Enter your UIC (without service code)**
  - ***"All NIIN:__"* Enter an "x"**
  - ***"Print Option:__"* Enter a "p"**
  - **Press *RETURN or CTRL* and your list will print**

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Retrieving Outbound Intransits from CAIMS

- **The list will show all unmatched issue and receipt transactions where your activity is the issuer. If you do not have access to CAIMS contact your ISIC, TYCOM, AMMOLANT, AMMOPAC, MFST, or NALC.**
- **From the main menu:**
- **Press PF5 Supply Transaction Process (STP)**
- **Press PF22 Unmatched Issues/Receipts by Consignor**
  - **Enter your UIC (including your service code)**
  - **Press *RETURN or CTRL* and your list will print**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

How to Retrieve Intransit Listings from the Siprnet

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Intransit/Transaction by UIC with TYCOM and Major Claimant

- **Http://www.ssg.navy.smil.mil**
- **Fleet Report Card**
- **Intransit Report**
- **Choose from the following:**
  - ***Date, All, CINCLANT, CINCPAC, MARFORLANT, MARFORPAC, MARFORRES, Other***
- **Provides "Intransit/Transaction by UIC with TYCOM and Major Claimant"**
  - ***UIC, RIC, Long Name, Intransits $ Value, Intransits Count, Transaction $ Value, Transaction Count***

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Monthly Intransits

- **Http://www.ssg.navy.smil.mil**
- **Fleet Report Card**
- **Monthly Intransits**
  - ***Provides the following categories:***
    - **Coast Guard, LANT Ashore, LANT Afloat, PAC Ashore, PAC Afloat, MARFORLANT MARFORPAC, MARFORRES, Other, Europe**
- **“Open it” - click OK**
- **Click on the down button by “Issuer UIC” or “Receiver UIC” and highlight your UIC**
  - ***Provides the following data:***
    - **UIC, Doc Number, Suffix Code, Issuer UIC, NIIN, NALC, dues[DA/DR/DF], Partial, Trans Qty, Ext Value, Date Record Est.**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

How to View Document History

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

How to view document history in CAIMS

- **Press PF6 Requisition/Disposition (RQN/DIS)**
- **Press PF4 Retrievals/Reports**
- **Press PF2 Document History**
  - **"DCN:__" Enter the document number**
  - **Press RETURN or CTRL and history will show on the screen**
  - **Press "Alt" and "P" and history will print**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

How to view document history in ROLMS

- **Press** Reports/Retrievals
- **Press** Document Transaction History Retrieval
- **Enter Document Number, DODIC, or other available information**
- **Press** Accept

Examples

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Example 1

N67355 Outbound listing from CAIMS

- **N6735521708213 67355N DR 000286642 1680 A A A011 2T 02173**
- **N6735521708213 67355N DA 000963159 1680 A A A011 2T 02173**

- **Analysis: When the material was receipted the receiving activity used the first available stock number in the dropdown list as opposed to highlighting the proper stock number.**
- **Correction: the receiving activity reverses the receipt and processes a receipt with the correct stock number.**

- **N6735521708213 67355N DR 000286642 1680 A A A011 2T 02173**
- **N67355217O8213 67355N DA 000286642 1680 A A A011 2T 02173**

- **Analysis: When the material was issued, N67355 used an O instead of a zero “0”**
- **Correction: N67355 reverses the issue, and processes a corrected issue with a zero “0” instead of an O**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Example 1

N67355 Outbound listing from CAIMS

- **V2011520028531 20115N DR 000286642 500 A A A011 2T 02002**
- **N6735520008003 67355N DA 000286642 500 A A A011 2T 02000**

- **Analysis: V20115 receipted the material under their own document number instead of using the document number on the 1348.**
- **Correction: V20115 reverses the receipt and receipts the material under the correct document number.**

- **N6733520028531 67355N DR 000286642 500 A A A011 2T 02002**
- **N6735520008003 67355N DA 000286642 500 A A A011 2T 02000**

- **Analysis: Activity receipting the material transposed the issuing activity's UIC**
- **Correction: Receiving activity reverses the receipt and receipts the material under the correct document number.**

NAVSUP
NAVAL AMMUNITION LOGISTICS CENTER

Example 2
N30300's Outbound Intransit Listing

- **From CAIMS:**
- **N231561275QC02 23156N DR 008922526 5400/P Q A A483 2T 01296**

- **DR indicates that there is receipt from N23156 waiting for an issue from N30300.**

- **From CAIMS Document History**
- **YTR N23156 A 6000 A483 008922526 N30300 C 01295 01297**
- **YTR N30300 A 600 A483 008922526 N23156 D 01296 01298**

- **Analysis**
- **Activity N23156 received ("C") 6000 items from N30300 on 01295**
- **Activity N30300 issued ("D") 600 items to N23156 on 01296**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Example 2

N30300's Outbound Intransit Listing

- **Action**
- **Activity N30300 (primary responsibility) - check warehouse and 1348 to verify actual number shipped. If 6,000 were shipped, reverse the issue and issue 6000 under the same document number. Contact NALC to clear the transaction once it posts (CAIMS will not automatically clear an intransit if the issue is posted after the receipt).**

- **Activity N23156 (proactive approach - will show up as a DR on their inbound listing)- Check warehouse and 1348 to verify actual number received. If 600 received, reverse receipt and post correct receipt on the same document number. If 6000 were received notify N30300 of discrepancy.**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Example 3

N30300's Inbound Intransit Listing

- **FROM CAIMS:**
- **N0894311501565 08943N DA 011555459 1680/p Q A A059 2T 01155**
- **DA indicates that they've issued the material and are waiting for a receipt from you**
- **FROM CAIMS DOCUMENT HISTORY:**
- **YTR N08 943 A 58800 A059 011555459 N30300 D 01150 01154**
- **YTR N08 943 A 60480 D A059 011555459 N30300 D 01155 01155**
- **YTR N08 943 A 58800 A059 011555459 N30300 D R 01155 01155**
- **YTR N30300 A 58800 A059 011555459 N08943 C 01152 01168**

- **Analysis**
- **N08943 issued 58800, then issued another 60480, and reversed the 58800, N30300 received 58800. N08943 may have reversed the wrong quantity, or the N30300 may have received the wrong amount.**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Example 3

N30300's Inbound Intransit Listing

- **Action**
- **Activity N30300 - receipt quantity on the DD1348. Verify actual quantity received. If there is a discrepancy, notify N08943 via SDR.**

- **Activity N08943 - verify document quantity with actual quantity shipped. If 58800 is correct, reverse the 60480 and issue 58800 using the same document number. If 60480 were issued, contact N30300 to receive the full amount.**

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Example 4

Inbound Intransits Listing from the SIPRNET

- **Results from Sort by Receiver UIC in the format**

  Receiver UIC Doc # Suffix Issuer UIC NIIN NALC Type Partial Trans Qty Ext. Value Date Est

- **01234 N4993522355251 - 88888 013155017 PV14 DF - 1 200000 8 SEP02**

  ACTION: verify receipt; post appropriate receipt and FFT issue

- **01234 N9876512008001 - 88888 010130388 JW40 DA - 5 318.45 20JUL01**

  ACTION: verify and post receipt

- **01234 N9999920988019 B 99999 000014411 TU49 DR P 9 46800 21AUG02**

  ACTION: verify you actually received this material; contact N99999 and notify them that they need to post the corresponding issue

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Example 5

Outbound Intransits Listing from the SIPRNET

- **Results from Sort by ISSUER UIC in the format**

  Receiver UIC Doc # Suffix Issuer UIC NIIN NALC Type Partial Trans Qty Ext. Value Date Est

- **62838 N6283812848189 - 00109 000286603 A576 DR - 10000 23300 18DEC01**

  ACTION: verify you issued the material and post issue

- **99999 N4993512868004 - 00109 000014411 TU49 DF - 5 26000 20 DECO1**

  ACTION: contact 99999 and notify them to post the receipt and FFT issue

- **98765 N9876521838275 - 00109 000285243 M670 DA - 500 75 01AUG02**

  ACTION: contact N98765 and notify them to post the receipt

Points of Contact

NAVSUP

NAVAL AMMUNITION LOGISTICS CENTER

Points of Contact

- **For additional help, contact**
  - ***AMMOPAC 619-545-8506 DSN 735***
  - ***AMMOLANT 757-444-1632 DSN 565***
  - ***Data Integrity Officer, NALC, 717-605-5342 DSN 430***